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DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

927 10TH STREET  
SACRAMENTO, CA  
95814-2702

TECHNICAL SERVICES  
DIVISION

March 31, 1998

PH 916-264-8300  
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City Council  
Sacramento, California

Honorable Members in Session:

APPROVED  
BY THE CITY COUNCIL  
APR 14 1998  
OFFICE OF THE  
CITY CLERK

**SUBJECT:** IMPROVEMENTS TO MAYOR'S OFFICE

**LOCATION AND COUNCIL DISTRICT:** District 1.

**RECOMMENDATION:**

This report recommends that City Council approve the attached resolution, which establishes a conference room project and provides for receiving private funds and donations for the project.

**CONTACT PERSON:** Hinda Chandler, Public Works, 264-8422

**FOR COUNCIL MEETING OF:** April 14, 1998

**SUMMARY:**

This report provides information on improvements planned in the Mayor/Council area adjacent to the Mayor's office.

**COMMITTEE/COMMISSION ACTION:**

None.

**BACKGROUND INFORMATION:**

This conference room project and related improvements are proposed to improve the capability of the Mayor to conduct City business. It will create a larger meeting space where the Mayor, and Council members in the Mayor's absence, can conveniently hold working sessions and extended meetings with several people at once. In addition, it will help relieve overcrowding and better utilize space in the Council area by enabling some of the open office space to be reconfigured.

During July 1998, the conference room will be constructed in the area north and west of the Mayor's office. It will hold up to 12 people and connect to the Mayor's office.

City Council  
Improvements to Mayor's Office  
March 31, 1998

**FINANCIAL CONSIDERATIONS:**

Private funding and donations will be used for the construction, materials and furnishings. This project will not be built at taxpayer expense.

**ENVIRONMENTAL CONSIDERATIONS:**

These actions are not considered a "project" under California Environmental Quality Act (CEQA) (Section 21065 of the Public Resources Code). They qualify for an exemption specifically under Section 15301 (a), which exempts operations, repair, maintenance or minor alterations of existing structures or facilities for interior and/or exterior alterations where there is negligible or no expansion beyond the previously existing level of use.

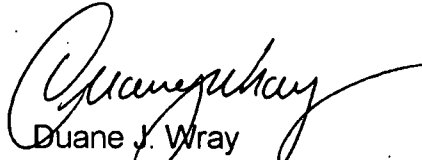
**POLICY CONSIDERATIONS:**

This project is in conformance with Title 58 of the Sacramento City Code.

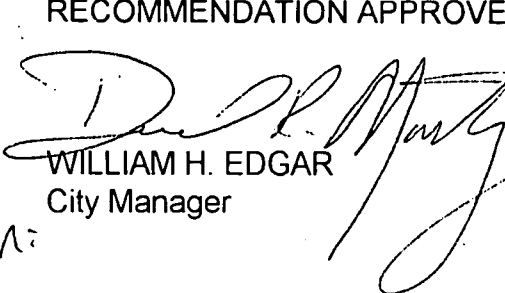
**MBE/WBE:**

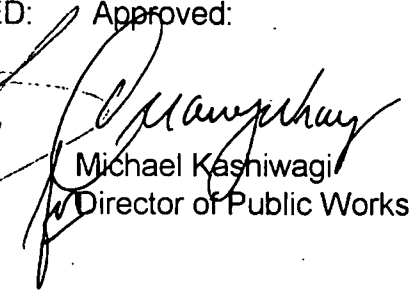
Materials and services that will be procured will be procured in accordance with the City's MBE/WBE policy.

Respectfully submitted,

  
Duane J. Wray  
Technical Services Manager

RECOMMENDATION APPROVED: Approved:

  
WILLIAM H. EDGAR  
City Manager

  
Michael Kashiwagi  
Director of Public Works

for:

# RESOLUTION NO. 98-125

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

## RESOLUTION ESTABLISHING MAYOR/CITY COUNCIL OFFICES IMPROVEMENT PROJECT

APPROVED  
BY THE CITY COUNCIL  
APR 14 1998  
OFFICE OF THE  
CITY CLERK

WHEREAS, office improvements have been determined to be required to improve the capability of the Council Members and the Mayor to conduct City business.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:

1. The 1997-98 Capital Improvement Budget is amended to add the project of Improvements to Mayor/City Council Offices (CE06) and to provide for receiving private funding for it.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

City Council  
Improvements to Mayor's Office  
March 31, 1998

**FINANCIAL CONSIDERATIONS:**

Private funding and donations will be used for the construction, materials, furnishings and other costs of the work. The total estimated cost of this project is as follows:

Construction and Materials	\$66,000
Furnishings	17,000
Design and construction Services	<u>14,500</u>
Total	\$97,500

**ENVIRONMENTAL CONSIDERATIONS:**

These actions are not considered a "project" under California Environmental Quality Act (CEQA) (Section 21065 of the Public Resources Code). They qualify for an exemption specifically under Section 15301 (a), which exempts operations, repair, maintenance or minor alterations of existing structures or facilities for interior and/or exterior alterations where there is negligible or no expansion beyond the previously existing level of use.


**POLICY CONSIDERATIONS:**

This project is in conformance with Title 58 of the Sacramento City Code.

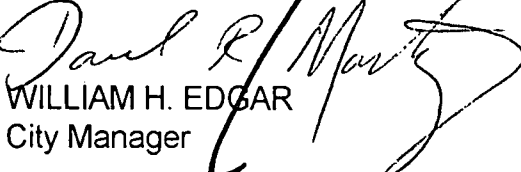
**MBE/WBE:**

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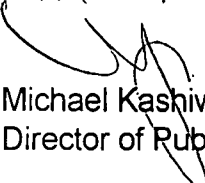
Respectfully submitted,

  
Duane J. Wray  
Technical Services Manager

**RECOMMENDATION APPROVED:**

  
WILLIAM H. EDGAR  
City Manager

Approved:

  
Michael Kashiwagi  
Director of Public Works

for: